

HEIMCO PILOT

November 18, 1992, Conference Call

Members

**Steve Willey
Susan Schneider
Mary Elaine Gustafson
Tom Nash
Mary Pat Tyson**



PROCESS

- 1) CD/SOW on disc to DOJ, OE, OWPE, with mini-lit package.
- 2) DOJ Staff Attorney assigned and given mini-lit package.
- 3) DOJ staff attorney runs CD against Region V's National Model, via "Compare" Program.
- 4) Optional for DOJ attorney to run SOW against Region V's Model SOW via "Compare".
- 5) DOJ staff attorney comments will go back to EPA ORC either hand-written (hard copy) via overnight or fax.

-or-

Type-written memo to ORC via overnight or fax (for lengthy comments, DOJ should type out).

- 6) ORC attorney gives RPM copy of applicable comments (for lengthy comments, DOJ should type out).
- 7) Phone calls back and forth before EPA makes changes for clarification of DOJ comments.
- 8) EPA ORC and RPM generate revised draft of CD/SOW.
- 9) EPA ORC E-mails a "clean-changed" version of CD/SOW to DOJ attorney.
- 10) DOJ attorney runs compare program on CD. (Note: DOJ generates their own red-line for internal review, but doesn't send to EPA.)
- 11) More DOJ comments sent hand written or phone.
- 12) Send E-mail copy of last version of CD/SOW that goes out with Special Notice Letter.